

DEPARTMENT OF BENEFIT PAYMENTS

744 P Street, Sacramento, CA 95814



August 25, 1974

ALL-COUNTY LETTER NO. 75-188

TO: ALL COUNTY WELFARE DIRECTORS AND
ALL COUNTY FOOD STAMP COORDINATORS

SUBJECT: FOOD STAMP PROGRAM - DRUG ADDICT AND ALCOHOLIC TREATMENT AND
REHABILITATION CENTERS

REFERENCE: DIVISION 63 SDBP FS REGULATIONS SECTIONS 2330, 2330.4 AND 2262.10;
ACL #75-59; USDA FNS PUBLICATION 732-1; P.L. 93-282; P.L. 91-616

This is to provide policy direction regarding income computation for residents of authorized drug addict or alcoholic treatment and rehabilitation centers, and an introduction to an additional procedure whereby residential alcoholism programs not classified as alcoholic recovery homes may receive state approval for participation in the Food Stamp Program.

First, in accordance with instructions received from FNS - Western Region, payments made to any authorized drug or alcohol treatment program by federal, state, or local sources based upon a predetermined dollar amount per calendar unit (i.e., day or month) and computed on the basis of bed space or projected program capacity should not be considered in the determination of individual participants' adjusted net incomes and purchase price requirements. Because such payments are not tied to specific individuals and because a percentage of such payments is intended to cover facility administrative costs, these subsidies clearly do not reflect a consideration of, nor provide specifically for individual participant needs. Thus, simply dividing the amount of the grant by the number of participants in the facility would not provide a realistic monetary value for the benefit received by a given participant.


Conversely, as required by FNS instructions, all identifiable payments received by an authorized drug or alcohol treatment center specifically on behalf of named individuals shall be considered income to those individuals when determining adjusted net income and coupon purchase price. Participants receiving such benefits are entitled to all normal income deductions. For example, a resident participant in an authorized alcohol treatment program is a recipient of county General Relief Board and Care payments totaling \$161 per month. One hundred fifty-one dollars is paid to the alcohol treatment center specifically on behalf of the named individual. The payment is broken down by the county to

provide \$63 for room, \$55 for board, and \$33 for care. The remaining \$10 is paid directly to the participant/recipient for personal and incidental expenses. The participant/recipient has no other nonexempt income nor allowable income deductions for the month cited. His adjusted net income would be determined as \$161, less an excess shelter deduction of \$14.70 (\$63 minus 30 percent of \$161 or \$48.30) or \$146.30. The resultant \$30 purchase requirement is to be paid in full by the treatment facility out of the \$55 board portion of the GR Board and Care payment.

Secondly, regarding approval mechanisms for alcoholism programs, the section titled "Instructions for Alcoholism Treatment and Rehabilitation Facilities" contained in All County Letter No. 75-59 (dated March 14, 1975) outlined that procedure whereby alcoholic recovery homes could secure state certification and federal authorization to participate in the Food Stamp Program on behalf of their residents in compliance with Section 2330, Division 63, SDBP FS Regulations and the Food Stamp Certification Handbook (USDA FNS Publication 732-1). Attached is a copy of the State Office of Alcohol Program Management (OAPM) memorandum dated August 5, 1975, presenting the new procedure through which residential alcoholism and alcohol abuse programs not currently satisfying the OAPM program standards of an alcoholic recovery home, may also secure state approval for participation in the Food Stamp Program pursuant to P.L. 93-282 and P.L. 91-616.

Questions regarding the status of a specific residential alcoholism or alcohol abuse program may be referred to OAPM at (916) 322-2960. All other questions regarding any of the above discussion should be directed to Beth Hardesty Fife of the Food Stamp Systems Bureau at (916) 322-4403.

Sincerely,



GARY D. MACOMBER
Deputy Director

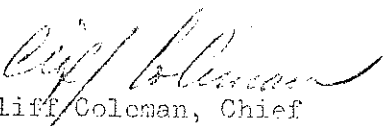
Attachments

cc: USDA, FNS
OAPM, Agency
Substance Abuse, DOH
CWDA

Memorandum

TO : County Alcoholism Administrators

Date : August 5, 1975


Cliff Coleman, Chief
Liaison and Certification SectionFrom : OFFICE OF ALCOHOL PROGRAM MANAGEMENT
825 15th Street
Sacramento, California 95814

Subject: Food Stamp Program - Participation of Alcoholism Programs

As authorized pursuant to Public Law 93-282 and 91-616, this memorandum will advise you of procedures developed by which residential alcoholism and alcohol abuse programs may obtain approval to receive food stamps on behalf of their residents. Two sets of procedures have been established:

- A. For alcoholic recovery homes, OAPM program certification is required and will serve as authorization for such facilities to apply for participation in this program. Alcoholic recovery homes not yet certified should contact Dick Pullen, Manager, OAPM Certification Unit.
- B. Residential alcoholism programs which are not alcoholic recovery homes may receive OAPM approval for participation in the food stamp program following a program review and recommendation by the County Alcoholism Administrator and acceptance of this recommendation by the OAPM Liaison Alcohol Program Analyst. Procedures for such approval are as follows:
 1. A residential treatment program seeking approval to receive food stamps on behalf of their residents will submit a request to the County Alcoholism Program Administrator. The request will contain the following information: (Form A)
 - a. The name, address, and signature of the applicant, whether person, persons, association, partnership, or corporation.
 - b. The name and address of the residential program director.
 - c. The name and address of the residential program facility.
 - d. A description of the programs and services provided.
 - e. The maximum number of persons who will reside at the residential facility.

2. The Administrator shall visit the program to verify the existence of the facility and evaluate the program in meeting the following eligibility criteria: (Form B)
 - a. Be a private non-profit organization (separate treatment programs, or units; within the same organization must apply separately) providing treatment that can lead to the rehabilitation of alcoholics or alcohol abusers.
 - b. Is not receiving federally donated foods in duplication of food stamp program benefits (i.e., if a program has 100 clients in residence and federally donated food will feed 50 of them, no more than the other 50 may receive food stamps jointly with the program).
 - c. The Administrator shall confirm the inclusion of the facility in the Inventory Section of the County Annual Alcoholism Plan. For programs not so included, an appropriate Plan amendment shall be submitted to OAPM.
 - d. For facilities not licensed by the Department of Health, the Administrator shall withhold approval of programs which cannot demonstrate responsible fiscal management or which do not substantially conform to public fire, health, and safety codes.
 - e. Based on the above eligibility criteria and his/her investigation, the Administrator shall recommend approval or disapproval of the program for participation in the food stamp program.
 - 1) Disapproval determinations shall be transmitted to the applicant facility with an explanation of the reasons for disapproval.
 - 2) Approval determinations and supporting dates shall be submitted to the OAPM Liaison Alcohol Program Analyst for review and action.
 - f. The OAPM Liaison Alcohol Program Analyst shall review the Administrator's recommendation and shall either accept or reject this recommendation.
 - 1) Rejection determinations shall be transmitted to the Administrator and applicant facility with an explanation of the reasons for rejection.

County Alcoholism Administrators
August 5, 1975
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- 2) Acceptance determinations shall be transmitted to the Administrator and applicant facility. Approval determinations shall extend through the end of the current fiscal year, but may be withdrawn upon a showing of cause.
- g. Upon receipt of OAPM approval for participation in the food stamp program, the facility may proceed with its application for participation with the local County Welfare Agency and federal Food and Nutrition Service Office. (Form C)

All records of certification of alcoholic recovery homes and other residential alcoholism programs will be maintained by OAPM, (916) 322-2960.

We would appreciate your sharing these procedures with potential program participants in your County, and will be happy to provide further assistance as may be required.

CC:dl

attachments

cc: Department of Benefit Payments
USDA, Food and Nutrition Service

To : County Alcoholism Program Administrator Date :

Subject: Request for Approval
to Participate in
the Food Stamp Program

From:

I request approval to receive food stamps on behalf of the residents of the following residential alcoholism treatment program:

Program Name:

Address of Facility:

City:

County:

Name of Program Director:

Address:

City:

Description of the program and services provided:

The maximum number of persons who will reside at the program at one time: _____

Signature
of
Applicant _____

To : Office of Alcohol Program Management
825 Fifteen Street
Sacramento, California 95814

Date :

Subject: Alcohol Treatment
Program Food Stamps
Approval Letter

From: County Alcoholism Administrator

The following residential alcoholism treatment program has applied to receive food stamps on behalf of its residents:

Program Name:

Address:

City:

County:

This is to indicate that the above program is a non-profit residential alcoholism program providing treatment that can lead to the rehabilitation of alcoholics and alcohol abusers.

Attached is a copy of a completed Food Stamp Application for the above program as required by procedures set forth in the Office of Alcohol Program Management memorandum of August 5, 1975.

I recommend the program be approved to receive food stamps.

Signature
Alcoholism Program Administrator

Date

attachment

Office of Alcohol Program Management

825 - 15th Street
Sacramento, California 95814



SAMPLE

To: Officer-in-Charge
Food and Nutrition Service Field Office
U. S. Department of Agriculture

This is to certify that the organization listed below is a private non-profit residential alcoholism program providing treatment which can lead to the rehabilitation of alcoholics and alcohol abusers. This certification is in conformance to Public Law 93-282 and 91-616.

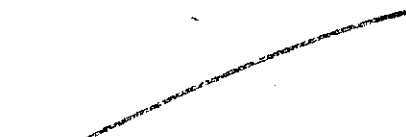
Program Name:

Address:

City:


County:

This certification expires June 30, 1976.



LORAN D. ARCHER, DIRECTOR
Office of Alcohol Program Management

By:



Alcohol Program Analyst
Office of Alcohol Program Management

Date